



- ✓ SPEED Dating : 3 minutes / Who are you / How are you ?
- ✓ Who am I ?
- ✓ SMART Energiser

COMMUNICATING IN ERASMUS+

What is expected?





White

What are the
TOOLS you use
?

How do you use
them ?

What Subject /
Content with
which tool ?

Square

What are the
rules for a good
project meeting
?

How to facilitate
a Meeting ?

FLOWER

To
Communicate
better we need
to ...

TREE

What I don't like
in our ways to
communicate is...

CLOUD

Why and how

to use Web
meetings
(skype / zoom
etc...)

Facilitation
tips...

My Advice

TOOLS:

- Not too many.
- Define the rules in advance (that tool for that type of communication)
- The lean start up principle (don't be perfect immediately, but become perfect)

MAILS :

- **As little as possible.**
- **Instead use a shared spaces.**
- **Use Doodle for Invites**
- **Accept criticism on the way you use a tool.**

MEETINGS : SHORT !!! The right people and no computers

WEBINAR MEETINGS: Interactivity is the key. Use the Chat box / Use the white board etc... Don't ask at random, ask precise people... (Avoid conference calls instead Use tools such as ZOOM or skype for Business etc)

Thank
you